



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

**Winner 2000- 2006 Achievement of Excellence in Procurement Award
National Purchasing Institute**

Jerome Noble, Director



April 2, 2007

**Re: #07RFP55230K-JD – Standby Professional Services for Facilities
Related Planning, Design, Engineering and Assessments-Energy
Management and Integrated Building Commissioning Services**

Dear Proposers:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced **#07RFP55230K-JD – Standby Professional Services for Facilities Related Planning, Design, Engineering and Assessments-Energy Management and Integrated Building Commissioning Services.**

Except as provided herein, all terms and conditions in the **#07RFP55230K-JD – Standby Professional Services for Facilities Related Planning, Design, Engineering and Assessments-Energy Management and Integrated Building Commissioning Services** referenced above remain unchanged and in full force and effect.

Sincerely,

Joyce Daniel

Joyce Daniel
Assistant Purchasing Agent

This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

Revision of Section 9, Exhibits – Page 9-5, Exhibit 2-Cost Proposal Form is revised as per Attachment 1:

ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30335 by the RFP due date and time **Monday, April 23, 2007, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, _____ day of _____, 2007.

Legal Name of Bidder

Signature of Authorized Representative

Title

ATTACHMENT 1

Revised Exhibit 2 – Cost Proposal Form

Exhibit 2

Cost Proposal Form

COST PROPOSAL FORM

Proposers are to submit one (1) original and five (5) copies of the sealed cost proposals shall be furnished in a separate package from the technical proposals. The envelope/package **must** be clearly marked on the outside.

- a. Cost proposals shall be completed and submitted on Cost Proposal – Schedule of Fees within this RFP.
- b. The detailed cost proposal shall show the positions and hourly rates for all employees that may be assigned to the work. Hourly rates shall include labor unit costs, multipliers, overhead, and profit.
- c. Following opening of the cost proposals, the County may require clarifications associated with scope and cost assumptions. Clarifications shall be provided by the Proposer within twenty-four hours of written request.
- d. Cost proposals may not be withdrawn, modified, or cancelled for ninety (90) calendar days after the date of submittal. Each respondent agrees to these conditions in submitting its proposal.
- e. This cost proposal will be the basis of cost for individual standby task proposals. The selected firms shall provide a cost proposal prior to program development for each project assigned based upon these rates.
- f. A firm should only fill in hourly rates for positions they can actually provide. If a firm does not provide a position or multiple positions under a Group then the firm is encouraged to contact the Fulton County Department of Contract Compliance to consider and pursue teaming opportunities with Fulton County certified vendors.

Section 2 – Schedule of Fees

This form shall be completed and submitted as the cost proposal. The complete Cost Proposal is to be submitted separately from the Technical Proposal in a sealed envelope.

GROUP 5 – ENERGY MANAGEMENT & INTEGRATED BUILDING COMMISSIONING AGENT SERVICES (EM&IBC):

Fee Schedules

	Hourly Rate
Principals, Registered	\$ _____ (5.01)
Project Manager, Licensed	\$ _____ (5.02)
Project Manager, Not Licensed	\$ _____ (5.03)
Project Engineer, Licensed	\$ _____ (5.04)
Project Engineer, Not Licensed	\$ _____ (5.05)
Designer	\$ _____ (5.06)
Draftsman/CADD	\$ _____ (5.07)
Admin. /Clerical	\$ _____ (5.08)